

# Volunteer Opportunities

## **Health Insurance Counselor/State Health Insurance Assistance Program Volunteer (SHIP)**

Help individuals make informed decisions about their health insurance and connect individuals with available resources.

### *Responsibilities:*

Assist Medicare beneficiaries and their caregivers to:

- Understand their benefits (Medicare, Social Security, employer benefits/plans, etc.)
- Review and explain health insurance and available government programs
- Assist with payment of medical bills and Medicare claims
- Explore ways to lower prescription drug costs
- Consider long-term care insurance as a means of paying for future long-term care expenses
- Complete applications, forms and other paperwork
- Identify resources in the community and provide referrals to these agencies

## **Community Outreach**

Present information on programs and services available to the community

### *Responsibilities:*

- Prepare and present information about Senior LinkAge Line®, Medicare and Medicare Part D to community groups
- Attend community events such as health fairs, conferences and other senior community events
- Promote the Senior LinkAge Line® in the community

## **Office Assistant**

Assist and support Senior LinkAge Line® staff with administrative tasks

### *Responsibilities:*

- Assist with copying handouts
- Assemble manuals and mail packets
- Answer phone and retrieve messages
- Organize and maintain publications

## **Senior Surf Day Instructor**

Teach basic, hands-on computer and Internet training to seniors who have little or no experience with computers and provide them with the skills to access information on the Internet.

### *Responsibilities:*

- Knowledgeable of basic Internet tools and functions and able to follow a structured lesson plan
- Comfortable with teaching older students
- Flexible with the variable skill level of participants
- Communicate with the staff of the host facility and be respectful of the space and equipment of the host site
- Show the resources available at [www.medicare.gov](http://www.medicare.gov), [www.aoa.gov](http://www.aoa.gov), and [www.MinnesotaHelp.info](http://www.MinnesotaHelp.info)
- Advise seniors how to protect, detect and report healthcare fraud, abuse and waste and how to track their health care services more carefully

***I am only one, but I am one. I cannot do everything, but I can do something.***

***And I will not let what I cannot do interfere with what I can do.***

***~Edward Everett Hale***